



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-3

May 25, 2000

Robert J. Test, Treasurer  
AFI-Political Action Committee  
7524-B Diplomat Drive  
Manassas, VA 20109

Identification Number: C00346940

Reference: Year End Report (7/1/99-12/31/99)

Dear Mr. Test:

This letter is to inform you that as of May 24, 2000, the Commission has not received your response to our request for additional information, dated May 3, 2000. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Angel L. Williamson on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in black ink, which appears to read "John D. Gibson", is positioned above the typed name.

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosure



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RQ-2

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AFI-Political Action Committee  
7524-B Diplomat Drive  
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MAY 3 2000

Identification Number: C00346940

Reference: Year End Report (7/1/99-12/31/99)

Dear Mr. Test:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your calculations for Lines 6(d), 8 and 11(a)(iii) appear to be incorrect. FEC calculations disclose these amounts to be \$21,336, \$3,410.44 and \$21,336, respectively. Please provide the corrected totals on the Summary and Detailed Summary Pages.

-The Summary Page discloses \$21,336 on Line 6(c), but the Detailed Summary Page shows the Line 19 total to be \$23,336. These figures should be the same. Please amend your report accordingly.

-Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating in excess of \$200 in a calendar year must be disclosed on Schedule B, supporting Line 21(b) of the Detailed Summary Page. 2 U.S.C. §434(b)(5) If these expenses are being paid by a connected organization, your Statement of Organization must be amended to reflect this relationship. 2 U.S.C. §433(b)(2) In addition, if expenses have been incurred but not paid in a reporting period, the activity should be disclosed as a debt on Schedule D, if the obligation is \$500 or more, or outstanding for sixty days or more. 11 CFR §104.11

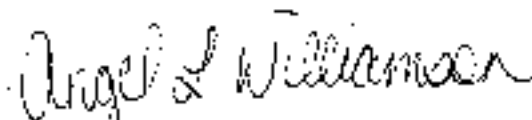
Any goods or services provided to your committee by a person, except volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.

Clarification regarding administrative expenses should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. Please verify that all expenses referenced above (i.e., rent, salaries, utilities, etc.) have been adequately disclosed. If these services have been provided by volunteers, please confirm this in writing.

-Your report was not signed. Please amend this filing to include the original signature of the treasurer or the designated assistant treasurer. 2 U.S.C. §434(a)(1)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,



Angel L. Williamson  
Reports Analyst  
Reports Analysis Division

